

BRIAN SANDOVAL
Governor

STATE OF NEVADA

SOUTHERN NEVADA OFFICE
9890 S. Maryland Parkway, Suite 221
Las Vegas, Nevada 89183
(702) 486-6458
Fax: (702) 486-6450
http://www.doe.nv.gov/Educator_Licensure

STEVE CANAVERO
Superintendent of Public Instruction



DEPARTMENT OF EDUCATION
700 E. Fifth Street
Carson City, Nevada 89701-5096
(775) 687 - 9200 • Fax: (775) 687 - 9101
<http://www.doe.nv.gov>

April 29, 2016

GUIDANCE MEMORANDUM #16-02

TO: All School Districts and Charter Schools

FROM: Steve Canavero
Superintendent of Public Instruction

SUBJECT: Guidance Concerning Parent Notification for a Student with a Reading Deficiency

This guidance is issued pursuant to the authority provided in NRS 385.175(5), directing the Superintendent of Public Instruction to enforce the observance of Title 34 of Nevada's statutes and all other statutes and regulations governing public education.

It has come to the Department's attention that there has been confusion on when parents or legal guardians need to be given written notice if their child has been identified as having a reading deficiency as required by Senate Bill 391 (SB391). There have been specific questions on whether retention needs to be addressed in the notification if the child will not be subject to automatic retention due to the fact that automatic retention does not go into effect until July 1, 2019.

SB391 Section 8 requires that if a student in kindergarten, first, second or third grade has been found to have a reading deficiency based upon state or local assessments and teacher observations, his or her parent or legal guardian must be given written notification within 30 days after the deficiency has been identified. This section of the law went into effect July 1, 2015, and is currently required.

Section 8 also outlines what needs to be included in the written notification including the programs and services that will be provided to the child in alignment with the school's literacy plan, strategies parents may use at home to improve literacy, information regarding English literacy development for English Language Learners (ELL), and specific strategies parents of ELL students may use at home to improve English literacy.

There are also requirements to include an explanation that if the student does not achieve proficiency in reading before completing third grade, the student will be retained, as well as other information regarding retention policies. This information does not need to be included in notifications to parents and legal guardians whose children will not be affected by the automatic grade 3 retention provision. The first group of students that will be affected are students enrolled in kindergarten during the

Guidance Memorandum #16-02

April 29, 2016

Page Two

2016-2017 school year, and written notification provided to parents of these students will need to include the information regarding retention in grade 3.

The Department has drafted a written notification template that is included as an attachment to this guidance memorandum as well as a Question and Answer sheet for parents, and they will also be available on the Department's website. It is not required that you use this template or distribute the Q&A sheet – they are simply available to you should you find them helpful.

A handwritten signature in blue ink, appearing to read "Steve Connor". The signature is fluid and cursive, with a long horizontal stroke at the end.